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17 April 1947

MEMORANDUM FOR: ASSISTANT DIRECTOR FOR OPERATIONS
CHIEF, FINANCE DIVISION
CHIEF, PERSONNEL DIVISION

SUBJECT: T/O for Office of Assistant Director for Operations

1. The enclosed Table of Organization is tentatively approved for the Office of the Assistant Director for Operations.

2. The personnel ceiling for the office of the Assistant Director for Operations is decreased from 19 to 13 through 30 June 1948. It will be noted that the T/O calls for 12 positions, whereas the ceiling has been reduced to 13. It is intended that the position of Executive Officer will not be established, and provision is made in the personnel ceiling for the establishment of such a position at a future date, as desired by the Assistant Director for Operations.

3. Employment of personnel within authorized ceilings based on this tentative T/O will be restricted to at least one grade below the grade established for the position in the tentative Table of Organization until final approval of grades has been received from the Civil Service Commission. Exception may be made in those positions where the Chief of the Classification Section, Personnel Division, states that Commission approval of the position in question is certain.

4. No promotions are authorized based on the tentative Table of Organization.

5. The Personnel Division will take action to establish positions with the Civil Service Commission as nearly in accordance with the tentative Table of Organization as possible.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:



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Executive for Personnel and Administration

Enclosure

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